

# Event Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States

**Contact:** Karen Grundy Conway  
**Phone:** 615/507-6211  
**Email:** karen.conway@tn.gov

## Event Description

The purpose of this Invitation to Bid Event is to establish a three (3) year contract with two (2) options for renewal for Bulk Envelops for the Department of General Services, Document Solutions Division.

WRITTEN QUESTIONS & COMMENTS DEADLINE:  
Wednesday, August 16, 2023, by 2:00 p.m. CT  
Email to Karen.Conway@tn.gov

Please read all Specifications and Terms & Conditions that are attached.

Procurement Contact:  
Karen Conway  
(615) 507-6211  
Karen.Conway@tn.gov

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to <http://www.edison.tn.gov/> and click the link to the Supplier Portal Home Page. Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Internet Explorer and Firefox are the recommended browsers to access the Supplier Portal and bid on events. Google Chrome is not supported and should not be used. Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: <http://www.edison.tn.gov> (Maintain supplier information)

Central Procurement Office Website: <https://www.tn.gov/generalservices/procurement>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

## General Questions

Question	UOM	Best	Worst	Response
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Please list the following information:

List the Contract Administrator's Name  
List the Contract Administrator's Address  
List the Contract Administrator's Phone Number  
List the Respondent's Toll Free Phone Number  
List the Contract Administrator's Pager or Cell Number  
List the Contract Administrator's Email Address  
List the Respondent's Website

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States

Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

### Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

### Response Comments

The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:  
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

Required: Yes Mandatory ResponseNo

### Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved. Confirm below that you have completed this attached form by choosing, "Yes."

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	3
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

### Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

### Response Comments

Please enter the number of days, from the bid opening date, after which your bid offer will expire:

Required: Yes Mandatory ResponseNo

### Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
 312 ROSA L PARKS AVE  
 3rd Floor  
 NASHVILLE TN 37243  
 United States  
**Contact:** Karen Grundy Conway  
**Phone:** 615/507-6211  
**Email:** karen.conway@tn.gov

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

How many days after receipt of purchase order will it take to deliver item(s)?

Required: Yes Mandatory ResponseNo

### Response Comments

Inventory, Time in Business

List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of providing the products requested.

List the Average Inventory Dollar Amount

Please enter the information for three comparable contracts on-going or completed within the last two (2) years.

Comparable Contract

List Name/Address of Comparable Contract

List the Contact Person

List the Phone Number

List the Contact Person's Email Address.

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

### Inventory, Time in Business

A bidder must have occupied a bona fide place of business with a representative inventory of products or supplies necessary for production of the products for at least one year, must furnish satisfactory evidence of successful completion of comparable contracts for at least three customers within the past two years and must provide any other evidence required and requested in order to establish evidence of its ability to furnish the products or services in accordance with the terms and conditions and specifications. Enter the length of time in business and evidence of completion of three comparable contracts in the space below.

Failure to provide at least three comparable contract references with satisfactory quality of service may result in the bid being considered non-responsive and cause for rejection of the bid.

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS  
Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

List the return goods policy:

Required: Yes Mandatory ResponseNo

Response Comments

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Required: Yes Mandatory ResponseYes

Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	6
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States

Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

## Line Details

Line: 1 Item ID: Line Qty: 8000.0 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 8000

Description: Envelope, 9 Plain, Gummed Flapped, 24 White Wove

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes	Mandatory Response: No			

### Response Comments

Line: 2 Item ID: Line Qty: 500.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 500

Description: Envelope, 9 Std Window, 24 White Wove

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes	Mandatory Response: No			

### Response Comments

Line: 3 Item ID: Line Qty: 5600.0 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 5600

Description: Envelope, 10 Plain, Gummed Flapped, 24 White Wove

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes	Mandatory Response: No			

### Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	7
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time		Finish Time	
08/10/2023 15:00:00 CDT		09/01/2023 15:00:00 CDT	

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS  
**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Karen Grundy Conway  
**Phone:** 615/507-6211  
**Email:** karen.conway@tn.gov

**Line:** 4    **Item ID:**    **Line Qty:** 900.00    **UOM:** Thousand  
**Required:** Yes    **Reserve Price:** No

**Bid Qty:**

**Description:** Envelope, Catalog, Gummed, 28, 6 x 9, Kraft

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>

Required: Yes    Mandatory Response: No

**Response Comments**

**Line:** 5    **Item ID:**    **Line Qty:** 45.00    **UOM:** Thousand  
**Required:** Yes    **Reserve Price:** No

**Bid Qty:**

**Description:** Envelope, Catalog, Gummed, 28, 12 x 15.5, Kraft

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>

Required: Yes    Mandatory Response: No

**Response Comments**

**Line:** 6    **Item ID:**    **Line Qty:** 45.00    **UOM:** Thousand  
**Required:** Yes    **Reserve Price:** No

**Bid Qty:**

**Description:** Envelope, Catalog, Gummed, 28, 10 x 15, Kraft

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>

Required: Yes    Mandatory Response: No

**Response Comments**

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

Line: 7 Item ID: Line Qty: 650.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 650

Description: Envelope, Catalog, Gummed, 28, 10 x 13, Kraft

Question	UOM	Best	Worst	Response
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What is the unit price of this item?

Required: Yes Mandatory Response: No

Response Comments

Line: 8 Item ID: Line Qty: 65.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 65

Description: Envelope, 11 Std Window, 24 White Wove

Question	UOM	Best	Worst	Response
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What is the unit price of this item?

Required: Yes Mandatory Response: No

Response Comments

Line: 9 Item ID: Line Qty: 260.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 260

Description: Envelope, 11 Plain, Gummed Flapped, 24 White Wove

Question	UOM	Best	Worst	Response
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What is the unit price of this item?

Required: Yes Mandatory Response: No

Response Comments



# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	9
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS  
Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

Line: 10 Item ID: Line Qty: 40000. UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 40000

Description: Envelope, 10 Std Window, 24 White Wove

Question	UOM	Best	Worst	Response
What is the unit price of this item?				

Required: Yes Mandatory Response: No

Response Comments

Line: 11 Item ID: Line Qty: 700.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 700

Description: Envelope, Catalog, Gummed, 28, 9 x 12, Kraft

Question	UOM	Best	Worst	Response
What is the unit price of this item?				

Required: Yes Mandatory Response: No

Response Comments

Line: 12 Item ID: Line Qty: 75.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 75

Description: Envelope, Catalog, Gummed, 28, 7 x 10, Kraft

Question	UOM	Best	Worst	Response
What is the unit price of this item?				

Required: Yes Mandatory Response: No

Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	10
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

Line: 13 Item ID: Line Qty: 45.00 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 45

Description: Envelope, 10-1/2 9 x 12 with Poly Window 1-3/8 x 4 - 3/4L - 7-5/8B. 28 White Wove

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes	Mandatory Response: No			

### Response Comments

Line: 14 Item ID: Line Qty: 1200.0 UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 1200

Description: Envelope, Plain, 6x9 Booklet, Open Side, Side Seam, 1 1/4 straight flap, 24# White Wove, Double Window: 3/4 x 3 1/2, 1/2L 4 3/4B & 1 3/8 x 4 1/2, 3 1/8L 3 1/8B, Regular Gum Seal

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes	Mandatory Response: No			

### Response Comments

Line: 15 Item ID: Line Qty: 90000. UOM: Thousand  
Required: Yes Reserve Price: No

Bid Qty: 90000

Description: Envelope, 2 Window, 10, 24, WHT

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes	Mandatory Response: No			

### Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	11
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS  
Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

## Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	12
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS  
Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

## Appendix A - Line Specifications

Line: 1 Item ID: Line Qty: 8000 UOM: Thousand  
Description: Envelope, 9 Plain, Gummed Flapped, 24 White Wove

Item Specifications			
Manufacturer:			
Mfg Item ID:			
Item Length:	0	Item Height:	0
Item Width:	0	Dimension UOM:	
Item Volume:	0	Volume UOM:	
Item Weight:	0	Weight UOM:	
Item Size:		Item Color:	

Shipping Information			
Schedule:	1	Ship To:	DGS DS - Commerical Print
Quantity:	8000		312 Rosa L. Parks TN Tower 1st Floor
Due Date:	08/08/2023		Nashville TN 37243
Freight Terms:			United States
Ship Via:	Best Option Available		

Line: 2 Item ID: Line Qty: 500 UOM: Thousand  
Description: Envelope, 9 Std Window, 24 White Wove

Item Specifications			
Manufacturer:			
Mfg Item ID:			
Item Length:	0	Item Height:	0
Item Width:	0	Dimension UOM:	
Item Volume:	0	Volume UOM:	
Item Weight:	0	Weight UOM:	
Item Size:		Item Color:	

Shipping Information			
Schedule:	1	Ship To:	DGS DS - Commerical Print
Quantity:	500		312 Rosa L. Parks TN Tower 1st Floor
Due Date:	08/08/2023		Nashville TN 37243
Freight Terms:			United States
Ship Via:	Best Option Available		

Line: 3 Item ID: Line Qty: 5600 UOM: Thousand  
Description: Envelope, 10 Plain, Gummed Flapped, 24 White Wove

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	13
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 5600  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available  
Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 4 Item ID: Line Qty: 900 UOM: Thousand  
Description: Envelope, Catalog, Gummed, 28, 6 x 9, Kraft

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 900  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available  
Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 5 Item ID: Line Qty: 45 UOM: Thousand  
Description: Envelope, Catalog, Gummed, 28, 12 x 15.5, Kraft

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	14
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS  
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NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
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### Shipping Information

Schedule: 1  
Quantity: 45  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available

Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 6 Item ID: Line Qty: 45 UOM: Thousand  
Description: Envelope, Catalog, Gummed, 28, 10 x 15, Kraft

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 45  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available

Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 7 Item ID: Line Qty: 650 UOM: Thousand  
Description: Envelope, Catalog, Gummed, 28, 10 x 13, Kraft

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 650  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available

Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	15
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Karen Grundy Conway  
**Phone:** 615/507-6211  
**Email:** karen.conway@tn.gov

Line: 8 Item ID: Line Qty: 65 UOM: Thousand  
Description: Envelope, 11 Std Window, 24 White Wove

### Item Specifications

Manufacturer:		Item Height:	0
Mfg Item ID:		Dimension UOM:	
Item Length:	0	Volume UOM:	
Item Width:	0	Weight UOM:	
Item Volume:	0	Item Color:	
Item Weight:	0		
Item Size:			

### Shipping Information

Schedule:	1	Ship To:	DGS DS - Commerical Print
Quantity:	65		312 Rosa L. Parks TN Tower 1st Floor
Due Date:	08/08/2023		Nashville TN 37243
Freight Terms:			United States
Ship Via:	Best Option Available		

Line: 9 Item ID: Line Qty: 260 UOM: Thousand  
Description: Envelope, 11 Plain, Gummed Flapped, 24 White Wove

### Item Specifications

Manufacturer:		Item Height:	0
Mfg Item ID:		Dimension UOM:	
Item Length:	0	Volume UOM:	
Item Width:	0	Weight UOM:	
Item Volume:	0	Item Color:	
Item Weight:	0		
Item Size:			

### Shipping Information

Schedule:	1	Ship To:	DGS DS - Commerical Print
Quantity:	260		312 Rosa L. Parks TN Tower 1st Floor
Due Date:	08/08/2023		Nashville TN 37243
Freight Terms:			United States
Ship Via:	Best Option Available		

Line: 10 Item ID: Line Qty: 40000 UOM: Thousand  
Description: Envelope, 10 Std Window, 24 White Wove

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	16
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 40000  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available  
Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 11 Item ID: Line Qty: 700 UOM: Thousand  
Description: Envelope, Catalog, Gummed, 28, 9 x 12, Kraft

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 700  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available  
Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 12 Item ID: Line Qty: 75 UOM: Thousand  
Description: Envelope, Catalog, Gummed, 28, 7 x 10, Kraft

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:



# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	17
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

### Shipping Information

Schedule: 1  
Quantity: 75  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available

Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 13 Item ID: Line Qty: 45 UOM: Thousand  
Description: Envelope, 10-1/2 9 x 12 with Poly Window 1-3/8 x 4 - 3/4L - 7-5/8B. 28 White Wove

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

### Shipping Information

Schedule: 1  
Quantity: 45  
Due Date: 08/08/2023  
Freight Terms:  
Ship Via: Best Option Available

Ship To: DGS DS - Commerical Print  
312 Rosa L. Parks TN Tower 1st Floor  
Nashville TN 37243  
United States

Line: 14 Item ID: Line Qty: 1200 UOM: Thousand  
Description: Envelope, Plain, 6x9 Booklet, Open Side, Side Seam, 1 1/4" straight flap, 24# White Wove, Double Window: 3/4 x 3 1/2, 1/2L 4 3/4B & 1 3/8 x 4 1/2, 3 1/8L 3 1/8B, Regular Gum Seal

### Item Specifications

Manufacturer:  
Mfg Item ID:  
Item Length: 0  
Item Width: 0  
Item Volume: 0  
Item Weight: 0  
Item Size:  
Item Height: 0  
Dimension UOM:  
Volume UOM:  
Weight UOM:  
Item Color:

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	18
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

Event Currency: US Dollar  
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States

Contact: Karen Grundy Conway  
Phone: 615/507-6211  
Email: karen.conway@tn.gov

<b>Schedule:</b> 1		<b>Ship To:</b> DGS DS - Commerical Print	
<b>Shipping Information:</b> 9000		312 Rosa L. Parks TN Tower 1st Floor	
<b>Due Date:</b> 08/08/2023		Nashville TN 37243	
<b>Freight Terms:</b>		United States	
<b>Ship Via:</b> Best Option Available			
<b>Line:</b> 15	<b>Item ID:</b>	<b>Line Qty:</b> 90000	<b>UOM:</b> Thousand
<b>Description:</b> Envelope, 2 Window, 10, 24, WHT			

### Item Specifications

Manufacturer:		Item Height:	0
Mfg Item ID:		Dimension UOM:	
Item Length:	0	Volume UOM:	
Item Width:	0	Weight UOM:	
Item Volume:	0	Item Color:	
Item Weight:	0		
Item Size:			

### Shipping Information

Schedule:	1	Ship To:	DGS DS - Commerical Print
Quantity:	90000		312 Rosa L. Parks TN Tower 1st Floor
Due Date:	08/08/2023		Nashville TN 37243
Freight Terms:			United States
Ship Via:	Best Option Available		

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32101-0000012899	Sell	RFx	19
Event Round	Version		
1	1		
Event Name			
32101-12899 Bulk Envelops			
Start Time	Finish Time		
08/10/2023 15:00:00 CDT	09/01/2023 15:00:00 CDT		

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Karen Grundy Conway  
**Phone:** 615/507-6211  
**Email:** karen.conway@tn.gov

## Appendix B - Terms & Conditions

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1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.  
  
If the information will be submitted in writing please mail to the following address:  
  
Department of Finance and Administration  
312 Rosa L. Parks Ave.  
21st Floor Tennessee Tower  
ATTN: Supplier Maintenance  
Nashville, TN 37243
3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016